

Title:	Independent Planning Forum for HS2 – Phase One	
Date & Time	North Meeting Thursday 05th March 2.00 – 4.00 pm Warwick Hilton	
Chair	██████████	Independent Chair
Promoter Attendees:	██████████ ██████████ ██████████ ██████████	HS2 HS2 HS2 DfT
Local Authority Attendees:	██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████	Northamptonshire County Council Warwick District Council Warwickshire County Council Solihull MBC North Warwickshire Borough Council Warwickshire County Council South Northants Council Lichfield District Council

Item		Action Owner
1.	Introductions	
	Introductions were made.	
2.	Review of notes & actions from last meeting	
2.1	<p>The notes were agreed as an accurate record, with the exception of the comments table for Draft General Principles & Environmental Memorandum, appended to the minutes. It was agreed that a footnote should be added to the table to reflect the meaning of the term ‘grey out’ as described in the January meeting minutes.</p> <p>Action: HS2 Ltd to amend the comments table to include a footnote to provide clarity on the above.</p>	HS2 Ltd
2.2	<p>Outstanding actions (March 2015)</p> <p>The outstanding actions table was gone through by the Chair and the following additional points raised:</p> <p>South/North: Chair notified the forum that a summary of Crossrail timeframes to determine requests for approval under their Schedule 7 are available on the Chair’s own website. Westminster City Council noted that they may also have some timeframe figures for Crossrail which could be</p>	

	<p>shared with the group. London Borough of Camden expressed that they may be able to source data for HS1 (CTRL) and Crossrail for the next meeting.</p> <p>Action: Chair to circulate the summary of Crossrail Schedule 7 approval timeframes to the forum / HS2 Ltd before the next meeting.</p> <p>Chair noted that the following action is also being taken forward from the South meeting:</p> <p>Action: Westminster City Council and London Borough of Camden to source and share their respective data sets on approval timeframes.</p> <p>South / North: It was agreed that Local Authority ‘special [more usually called ‘single’] points of contact’ should be copied into all correspondence regarding the Subgroups. Outstanding action (January meeting, Item 7) to act as the method for retrieving this information from Local Authorities.</p>	<p>Chair</p> <p>WCC & LBC</p>
<p>3</p>	<p>Feedback from HS2/DfT on LPA comments on draft Statutory Guidance</p> <p>HS2 Ltd reminded the meeting of the history of comments on the draft Statutory Guidance HS2 Ltd then worked through HS2 / DfT comments in item order</p> <p>Authorities acknowledged HS2 / DfT comments, and following some clarifications in the meeting, were content that the comments would be incorporated into the second version of draft Statutory Guidance due in July 2015.</p> <p>Action: HS2 Ltd to share tracked changed version of draft Statutory Guidance (2nd Draft) at July Planning Forum.</p>	<p>HS2 Ltd</p>
<p>4</p>	<p>Feedback from LPA’s on HS2/DfT response on Draft Planning Memorandum</p> <p>HS2 Ltd reminded the meeting that HS2 / DfT responses to the consolidated local authorities’ comments on the draft Planning Memorandum were previously shared in April 2014. Some items were ‘greyed out’ at the April 2014 Planning Forum meeting following discussion / clarification.</p> <p>HS2 Ltd explained that the purpose of revisiting the comments table as an agenda item was to ‘grey out’ any additional items if authorities, with the benefit of a greater understanding of the Bill since April 2014, considered HS2 / DfT comments to be reasonable. HS2 Ltd then worked through the HS2 / DfT comments again in item order.</p>	

	<p>Action: Chair noted that authorities had queried how previous decisions were reached on some ‘closed’ items as the detail of how the decision was made had not been included in the comments table. HS2 Ltd agreed to look into this matter for next meeting.</p> <p>It was agreed that items would be ‘greyed out’ if HS2 Ltd comments are considered to be reasonable by authorities or if the item is no longer to be taken forward at Planning Forum.</p> <p>Consolidated comments are attached to the minutes as a record of the meeting. (Any additional comments on the table are in red text.)</p> <p>WCC expressed their view that an ‘ecology subgroup’ should be set-up and given the same status as other subgroups. HS2 Ltd recognised that a request to attend an ecology meeting had been received by HS2 and would be responded to, by the relevant technical specialists.</p> <p>LDC clarified their understanding that existing subgroups were established for specific topics which are relevant to local authority powers under the provisions of the hybrid Bill. As such the National Environment Forum was noted to be the relevant vehicle for discussion around ecology.</p> <p>Action: HS2 Ltd to share revised version of Draft Planning Memorandum (3rd Draft) at April Planning Forum.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p>
<p>5</p>	<p>Local Authority Funding Update</p> <p>DfT presented an update in relation local authority funding. DfT explained that DfT and HS2 Ltd have been working closely with the Department for Communities and Local Government (DCLG) to clarify the approach and mechanism for local authority funding in relation to HS2.</p> <p>The information provided by DfT included:</p> <ul style="list-style-type: none"> • Overview of the New Burdens Doctrine • Summary of activities which will be funded • Summary of activities which will not be funded • DfT explained that some activities would require evidence based assessments. <p>It was explained that the position of DfT and HS2 Ltd with regard to local authority funding is set out in Information Paper C13. Authorities were advised to refer to the IP to gain an understanding of the approach and position of DfT and HS2 Ltd.</p> <p>Warwickshire County Council expressed their points of difference with regard to local authority funding. Two points were made by the council,</p>	

	<p>both of which were supported in the meeting by LBC and AVDC:</p> <ul style="list-style-type: none"> • WCC are concerned about community queries and the burden this will place on Local Authorities. • WCC are concerned about the absence of an automatic provision that the nominated undertaker will fund burdens as they arise. <p>Solihull MBC enquired as to the timescales and process will work. DfT and HS2 Ltd explained that Heads of Terms are likely to be issued, followed by a service level agreement, but more clarity will be provided in due course.</p> <p>WCC enquired as to whether the Local Government Association had been consulted in relation to New Burdens arising from HS2.</p> <p>Action: DfT to contact DCLG to determine the status of consultation with LGA in relation to HS2 New Burdens.</p>	<p>DfT</p>
<p>6</p>	<p>Route wide lead authorities update</p> <p>HS2 Ltd explained that lead authorities had been contacted by HS2 Ltd to determine their status and progress on route wide matters. A table combining responses by lead authorities was shared and HS2 Ltd went through the topics and the responses that had been received.</p> <p>The authorities suggested amendments to the table, which was updated in the meeting. Authorities advised that they would provide further updates to HS2 Ltd outside of the meeting to be added to the table before the minutes are circulated.</p> <p>Action: Lead authorities to provide any further updates on the route wide lead authorities table to HS2 Ltd before minutes are circulated and HS2 Ltd to amend the table accordingly.</p> <p>Chair suggested that lead authorities could become a rolling item for Planning Forum.</p> <p>Action: HS2 Ltd to add route wide lead authorities update to agendas of future meetings.</p> <p>Action: HS2 Ltd to circulate the route wide lead authorities table with the minutes.</p>	<p>LPA's</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p>
<p>7</p> <p>7.1</p>	<p>HS2 Updates</p> <p>Parliamentary process updates</p> <p>DfT provided the following updates:</p>	

<p>7.2</p> <p>7.3</p> <p>7.4</p>	<ul style="list-style-type: none"> • Parliament to dissolve at the end of March • Select Committee last sitting day will be Monday 23rd March • Interim report by Select Committee is due before Parliament dissolves at the end of March • New Government and House Committee to determine when Select Committee will formally reconvene following the election <p>Project updates HS2 Ltd advised that there are no notable HS2 updates to report.</p> <p>Subgroups update HS2 Ltd noted that only one Subgroup meeting had taken place since the previous Planning Forum. The main points of the agenda for the most recent Highways Subgroup meeting (25th February) were detailed by HS2 Ltd. HS2 Ltd noted that a high level programme for HS2 was shared with the Highways Subgroup, and that it has been made available on the Highways Subgroup webpage.</p> <p>Action: HS2 Ltd to circulate a link to the Highways Subgroup webpages with the minutes.</p> <p>Forward plan HS2 Ltd shared a forward plan for Planning Forum including a document route-map and a forward programme for Planning Forum and Subgroups.</p> <p>HS2 Ltd noted that [REDACTED], Managing Director Infrastructure (Phase One) would be attending Planning Forum in the near future to introduce the role of the Infrastructure Directorate and provide some introductory information on construction and programme.</p>	<p>HS2 Ltd</p> <p>Note</p>
<p>8</p>	<p>AOB</p>	